

**WASHINGTON SCHOOL FOR THE DEAF  
BOARD OF TRUSTEES MEETING**

***“Revised”***

**September 22, 2005**

*Board Members:*     Sidney Weldele-Wallace, Chair (District #8)  
                             Holly Parker-Jensen (District #1)  
                             Pat Clothier (District #2)  
                             Duane Sommers (District #5)  
                             Rita Reandeau (District #6)  
                             Larry Swift (District #9)

*Absent:*                Bonnie Decker (District #4)  
                             Bonnie Terada, Legal Counsel

*Guests:*              Rick Hauan, Assistant Superintendent  
                             Chuck McCarthy, Financial Operations Administrator  
                             April Rounds, Human Resources  
                             Lori Scheer-Matheson, WPEA  
                             Lorana Myers, Federation  
                             Dawn Smith, PSO

*Superintendent:*    Todd Reeves

*Recorder:*           Judy Smith

*Interpreters:*       Elizabeth Morgan, Don Coates

*The meeting was called to order by Sidney Weldele-Wallace, Chair, at 9:13 a.m.  
It was determined that a quorum was present.*

**Minutes from June 16, 2005 meeting**

*Pat Clothier moved to approve the June 21, 2005, Board meeting minutes.  
Duane Sommers seconded the motion. It was voted on and approved.*

*Additions:*        Letter from Governor Gregoire  
                             Discussion of the IPP submission

**Committee Reports**

*Budget Committee (Sidney Weldele-Wallace) – The Budget Committee met this morning and more discussion will be held during the GMAP portion of the meeting.*

### **Letter from Governor**

*A letter from Governor Gregoire was read regarding the Superintendent's biennial assessment. The Governor was pleased that the Board's assessment "confirms our confidence was well placed".*

### **GMAP – Government, Management, Accountability and Performance** **(Chuck McCarthy)**

*A brief explanation of GMAP was given and handout of "Examples of Possible Measures for GMAP" was distributed and discussed. GMAP meetings will be held weekly at WSD (open to staff and community members).*

*Performance Measures must be reported on for the next biennium (handout: Performance Measures 2005/2007 Biennium). A presentation will be made to the Governor's Office regarding how we are doing in relation to these measures.*

*A powerpoint presentation (What is GMAP) by Larisa Benson, Special Assistant to the Governor for GMAP, was distributed. Ms. Benson will hold a GMAP meeting at WSD on Wednesday, September 28<sup>th</sup>.*

*The Governor's website has a link to GMAP, which includes the Superintendent's presentation given during the Governor's Leadership Conference.*

*WSSDA (Washington State School Director's Association) Conference information was distributed. If any Board members would like to attend, email Sidney Weldele-Wallace.*

*It was decided to have monthly departmental GMAP presentations.*

### **Visit by Senator Craig Pridemore**

*Senator Pridemore was very complimentary of the work staff has done in Olympia. The Superintendent thanked Senator Pridemore for his support of WSD.*

*Larry Swift discussed the need for a seamless integrated service delivery system throughout the state, especially important is the transition from school to adult life.*

*A copy of the recent IPP (Institute of Public Policy) submission and addendum was given to Senator Pridemore.*

*Lori Dunsmore and Rick Hauan gave the Senator a tour of WSD.*

### **Board Vacancies**

*There are two vacancies on the Board (Districts 3 and 7). The Governor's office is actively looking for applicants. Holly Parker-Jensen and Pat Clothier both have or will submit their application to be reappointed to the Board, as their term ended July 1, 2005.*

### **Master Contracting Update (April Rounds)**

*A "Memorandum of Understanding" with the Washington Public Employees Association (WPEA) was distributed and discussed. The Board strongly supports open and constructive communication with staff.*

*Union representation at Board meetings: The Labor Relations Office has said that union representatives are not to attend Board meeting on paid time. The Board feels that it is important to have representation from the various unions. It was suggested that the Board invite two members of staff to attend the monthly meetings (on paid time).*

*Larry Swift moved to authorize paid time attendance to Board meetings for two staff members (one from WPEA and one from Federation). Pat Clothier seconded the motion. The purpose of the motion was that the Board is willing to invest in open communication with staff members. These individuals would be attending, not as representatives of a union, but as staff members of WSD.*

### **Policy Adoption**

- *Second Reading*
  - *Policy Adoption and Administrative Procedures (Policy: 1310)*
    - *Larry Swift moved that this policy be adopted. Duane Sommers seconded the motion. The motion was voted on and approved.*
- *First Reading – the following policies were reviewed and any changes are noted below:*
  - *Fleet Management (Policy: 6300)*
    - *Delete "to main purpose of this policy" in the first line. Correct the spelling of "Sustainability".*
  - *Certification of Names (Policy: 5000)*
  - *Probationary and Trial Service (Policy: 5203)*
    - *The probationary period will be outlined in a procedure (written by the Superintendent).*
  - *Layoff (Policy: 5204)*
    - *The procedure will be reviewed during the "second reading".*
  - *Personnel Files (Policy: 5205)*
    - *Add word "Washington" (4<sup>th</sup> paragraph)*
    - *Add "Superintendent" to those authorized access to personnel files.*

- *Classification (Policy: 5206)*
- *Promotions and Transfers (Policy: 5207)*
  - *Delete “State” from Washington “State” School for the Deaf*
- *Leave (Policy: 5400)*
- *Training and Development (Policy: 5521)*
  - *Add tuition waiver information.*
- *Performance Management (Policy: 5522)*
  - *Verbiage to be added explaining “performance management”.*

*When possible, the Board would like to see the procedure when a new policy is presented.*

- *The following procedures were reviewed and discussed:*
  - *Curriculum Adoption Procedures and Cycle (Procedure: 2020P)*
    - *This procedure and a curriculum adoption cycle will be sent out to staff for their feedback.*
    - *The final draft of this procedure will be presented at the next Board meeting.*
  - *Fleet Management*
    - *Operating WSD Vehicles (Procedure: 6300P1)*
    - *Reporting Accidents or Damage to a State Owned or Leased Vehicle (Procedure: 6300P2)*
    - *Managing WSD Vehicle Availability (Procedure: 6300P3)*
    - *Using Credit Cards Assigned to a WSD Vehicle (Procedure: 6300P4)*
    - *Purchasing and Using WSD Four-Wheel Drive Vehicles (Procedure: 6300P5)*

### **Capital Plan – Next Steps (Todd Reeves)**

*(Handout) Information regarding capital budget projects (minor public works, major projects) was discussed.*

*Larry Swift moved that the Superintendent bring a recommendation regarding the minor works projects to the next Board meeting. Duane Sommers seconded the motion. The motion was voted on and approved.*

*The facilities issue should also include “what we are trying to do in the area of curriculum needs for the students” and how it would involve the proposed capital plans.*

*What is our long term vision in the area of vocational training? It is important that a vocational building meet both today and tomorrow’s needs.*

*This topic will be on the October and November agendas.*

**Executive Session**

*The Board went into Executive Session at 2:53 p.m. until 3:15 p.m. to discuss individual student and personnel issues with the Superintendent. The meeting reopened at 3:15 p.m. and closed again for Executive Session until 4:15 p.m. The meeting was reopened at 4:15 p.m.*

**Adjournment**

*Pat Clothier moved that the meeting be adjourned. Rita Reandean seconded the motion. It was voted on and approved. The meeting adjourned at 4:25 p.m.*